

### What type of remediation activity requires that an application be submitted to the Water Quality Branch?

Any type of monitoring well, recovery well, deep soil boring, geoprobe or any activity associated with remediation at a site within Shelby County requires that an application be submitted to the Water Quality Branch for the proposed work at the location.

### What information must I provide to the Water Quality Branch for the remediation activities at a site?

All remediation applications shall be accompanied with a plot plan showing the location of all existing and proposed monitoring wells, soil borings or other similar structures. A well construction diagram must also be submitted that will show what type of well, vapor extraction point or other remediation activity will occur at the site. Place a mark on the plot plan at the approximate location of each proposed well or soil boring being done at the site. Sections I, II, III and IX of the Well Application Form must be completed by the site owner or their designated representative. The environmental firm performing the work at a site must complete sections IV through VIII and both the applicant as well as the environmental firm must sign the completed application form. The remediation activity at a site must be done under the supervision of a licensed water well driller or an engineer or geologist registered with the State of Tennessee. Modifications to the permit related to the number of wells to be installed or the number of soil borings being done or similar permitted remediation activities at a site may be made at the discretion of the licensed well driller, engineer or registered geologist on site. After all pertinent information has been entered on the application form, submit it along with a plot plan, well construction diagram and all applicable fees to:

ATT: Greg Parker, Supervisor  
Memphis and Shelby County Health Department  
Water Quality Branch  
1075 Mullins Station Drive  
Memphis, Tennessee 38134

### What fees are required?

An inspection fee of one hundred- twenty-five (\$125.00) dollars must be submitted with each remediation application. Any permits issued on an emergency basis require that an additional fifty (\$50.00) dollar emergency fee be paid along with the inspection fee. An annual fee of twenty (\$20.00) dollars per well will be assessed for all active monitoring, vent, air sparging and recovery wells, or any other type well related to the remediation of groundwater at a site within Shelby County.

### How will my application be processed?

Each application is reviewed to assure all pertinent information has been supplied before a permit is issued for the proposed work. A site inspection will be performed during the installation of the monitoring wells, soil borings or other remediation work being performed at a site if possible. If an inspection is not done during the activities being performed at a site it will be done after the boring logs are received by this office. The normal time for issuance of a construction permit is two to three weeks from the date of receiving all of the required paperwork and fees. If the work is to be done on an emergency basis at a site an emergency permit number may be issued over the telephone. The type of work to be done

at the site as well as all pertinent information must be supplied to the supervisor of the Water Quality Branch before approval to begin the work is granted. Within ten (10) days after the emergency permit number has been issued all paperwork along with the applicable fee must be submitted to the branch so that a permit can be supplied for the work.

#### [What are my responsibilities after the work has been completed at a site?](#)

Any monitoring, recovery or other type wells installed at a site must be maintained in an operative condition at all times with at least one keyed lock to prevent tampering. Each well must be maintained in a condition where they are not a potential source of contamination to the groundwater aquifers. A yearly permit fee of twenty (\$20.00) dollars per active monitoring, recovery, vent or air sparging well must be paid to the Water Quality Branch of each year. The environmental firm shall have in their possession a valid construction permit before any work commences at a site or an emergency permit number must have been issued for the work. Thirty (30) days after completion of the wells or soil borings a copy of the driver's log must be submitted to the Water Quality Branch. Also, a copy of the sample results must be submitted to this office within sixty (60) days of completion of the monitoring wells or soil borings.

#### [After the construction activities are complete at a site what are the responsibilities of the Water Quality Branch?](#)

An annual inspection will be done in order to assure that all wells are being maintained in an operative condition that will not serve as a source of contamination for the groundwater aquifers. If any violations are discovered during an inspection they will be documented and a letter sent to the consultant or site owner informing the responsible party to actions for correcting the violations.

#### [If the work being done is a well repair or the installation of an oxygen releasing compounds \(ORC\) filter sock is a permit required?](#)

Yes a well repair permit must be issued for the work as well as an ORC Filter Sock permit. An application must be completely filled out then submitted with the applicable fee for the work. After completion of the work the well will be inspected by personnel in the Water Quality Branch.

#### [What are the permit requirements for abandoning monitoring wells?](#)

All soil borings, geoprobe or similar activities must have the borehole sealed by pressure grouting through a tremmie pipe from the bottom upward in one continuous operation. Abandonment of monitoring wells, recovery wells or similar structures require that the Water Quality Branch grant a permit before the abandonment of the wells occur. Refer to Section 9 of the regulations for abandonment details.

#### [Who do I contact for applications, assistance or other information?](#)

Applicants may contact the Water Quality Branch for additional information at (901) 379-7254.